



Q1. Tick (✓) in front of the correct statement and (x) in front of the wrong one.

- 1- Artificial intelligence is the technology that enables machines to use human attributes in problem-solving. (✓)
- 2- Responsibility is the ethical principle that relates to ensuring that society benefits from artificial intelligence. (x)
- 3- Artificial intelligence tools on social media platforms can suggest people to connect with. (✓)
- 4- The principle of transparency requires that the tool's designer be prepared to explain how it works. (✓)
- 5- Language processing tools help in drafting writing and emails. (✓)
- 6- It is ethical to deliberately omit data from a specific group of people when training artificial intelligence tools. (x)
- 7- E-commerce is the process by which goods and services are bought and sold online. (✓)
- 8- Stocks that give you an ownership stake in a company are called bonds. (x)
- 9- When you buy a share in a company, you become a lender to that company. (x)
- 10- What an investor should consider when choosing companies to support the environment is that the company is environmentally friendly and follows ethical standards. (✓)
- 11- The function of online comparison sites is to remove unwanted products. (x)
- 12- Smart search engines are among the most important artificial intelligence tools that help users on the internet. (✓)
- 13- The best way to communicate if you need a detailed and professional explanation of a problem is via email. (✓)
- 14- Social media messages are always the best way to deliver accurate and professional information. (x)
- 15- When you buy a share in a company, you become a lender to that company. (x)
- 16- The most important element for enabling the recipient to quickly identify the message's purpose in an email is the message subject. (✓)
- 17- Online consumer reviews are a helpful tool for evaluating product quality before purchase. (✓)
- 18- Email is a random means of communication. (x)
- 19- To create a new meeting, you need to click on the "New Meeting" option. (✓)
- 20- Instant chat is the process that enables you to obtain a copy of the meeting after it has ended. (x)
- 21- If you are a participant, you should turn off your camera and microphone when you do not need to use them at the moment. (✓)
- 22- The email sent after the conference is called a follow-up email. (✓)
- 23- Video conferencing allows for direct written communication. (✓)
- 24- Inappropriate behavior during a video conference is unacceptable and should be avoided. (✓)



- 25-If the message "File is corrupt" appears, this means that the keyboard is not working. (X)
- 26- **If you forget your password, you must guess it in order for it to work.** . (X)
- 27-JavaScript language is used to create static web pages only. X
- 28- **When attempting to delete a file that cannot be deleted, check if it contains any special characters** ✓
- 29-The best way to protect files from permanent loss is to save them to cloud storage ✓
- 30- **HTML programming language creates the page structure, and JavaScript adds interactivity and animation to it** ✓
- 31-To make an image appear to be moving or to have motion blur, we use special effects (filters) ✓
- 32- **The popular program used as an alternative to GIMP is (Microsoft Word)** X
- 33-Two images can be merged into one by editing the images ✓
- 34-**If the image has a flaw or defect due to camera light, image editing helps to correct it and restore it to its original state** ✓
- 35- The role of artificial intelligence in photo editing software is to organize and customize colors. (✓)
- 36- **You can combine images to use in your presentation.** (✓)
- 37-The main goal of photo editing is to change photos and make them look more attractive. (✓)
- 38- You can use color grading if you want to make your image look old or have a blurry motion effect. (X)
- 39-Color correction is the process that makes two different images appear as one image in a presentation. (X)
- 40- Purchasing the software is what is required for the user to use GIMP. (X)
- 41-GIMP is open source because it is not free. (X)
- 42- Filters is another name given to special effects in photo editing software. (✓)
- 43-You can book a doctor's appointment online without having to go to the clinic. (✓)
- 44-Proposing a new idea for an application design is a form of innovation. (✓)
- 45-Technology contributes to increased carbon emissions in the environment. (X)
- 46- There is no difference in time or effort between traditional booking and online booking. X
- 47-A school bus tracking app helps students organize their time and arrive on time. (✓)
- 48- If a transportation company adopts electronic payment instead of cash, this increases fuel consumption. (X)
- 49-The operating system in Apple mobile devices is iOS. (✓)
- 50- The iPhone app store is called the Play Store. (X)
- 51- To change the device language, go to the app store. (X)
- 52- When installing a new program on your computer, you must follow the installation steps(✓)



- 53-The computer's operating system is responsible for running programs and organizing the device. (✓)
- 54- The place from which you can download applications on the phone is the file manager. (X)
- 55-Microsoft Word is used for word processing and report writing. (✓)
- 56- Microsoft Excel is an example of a messaging service. (X)
- 57-To save the document in Word, we use the "Insert" menu. (X)
- 58- One of the security rules for messaging is to avoid opening suspicious links. (✓)
- 59-Images can be inserted into the document via the "Insert" menu. (✓)
- 60- One method of using secure messaging is sharing the password. (X)

Q2. Choose the Correct Answer:

- 1- Which artificial intelligence tool is used to protect your email from malicious messages?
- A- Voice assistants B- Smart home devices
C- Smart navigation systems D- Email filters.
- 2- If artificial intelligence is collecting your personal information, the principle..... must be applied Library catalogue
- A- Transparency B- Inclusivity
C- Confidentiality (Privacy) D- Accuracy
- 3-What is the importance of reviewing the official websites of companies before investing in them?
- A- To verify the company logo color B- To keep track of new products
C- To determine the number of company employees
D- To verify the company's ethical standards.
- 4-What do smart search engines use to rank the results that suit you?
- A- Store names B- Product colors
C- Advertisement images D- Your browsing preferences and past behavior
- 5- What is AI-powered chat programs on websites called?
- A- Voice assistants B- Navigation applications
C- Email D- Chatbots.
- 6- What part of the email should you specify the purpose of your message from the beginning?
- A- Signature of the letter B- Greeting
C- Content of the message D- Subject of the message
- 7- What is the necessary procedure that must be done before joining the conference to avoid technical problems?
- A- Eat breakfast B- Write a long letter.
C- Check your internet connection and ensure your camera and microphone are working
D- Update your operating system.

